<table>
<tr><td>Linda McCulloch, Superintendent
Montana Office of Public Instruction
PO Box 202501
Helena, Montana 59620-2501
www.opi.state.mt.us
ATTN: Educator Licensure</td><td>**BOARD OF PUBLIC EDUCATION APPROVED PRINCIPAL INTERNSHIP PROGRAM APPLICATION**</td></tr>
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Complete this form only if applying for accreditation exemption pursuant to ARM 10.55.703.

Educator Last Name	First Name	Middle Initial	Former Name(s)

Mailing Address (Street, RFD, PO Box)	City	State	ZIP Code

Cooperating School District		City	Legal Entity

To qualify for the Principal Internship Program the intern must currently be licensed in accordance with Montana State and the Board of Public Education Rules, verify a minimum of three years of successful experience as an appropriately licensed and assigned teacher at the appropriate level, and be enrolled in Board of Public Education approved internship program offered by one of the accredited educator preparation institutions within the boundaries of the state of Montana.

Pursuant to ARM 10.55.703, the undersigned school district requests that the undersigned Principal Intern be considered appropriately assigned, as described below for the following school years _____.

<div align="right">(Not to exceed three years)</div>

RESPONSIBILITIES OF THE PARTIES

1. **Role of the Principal Intern**.   Pursuant to ARM 10.55.703, the Individual must:

    A.   Be enrolled in an accredited principal preparation program within the state of Montana;

    B.   Complete the principal/licensure requirements within three (3) years of entry into the program;

    C.   Provide a copy of the Principal Internship program of study to the cooperating school district;

    D.   Enroll in a Board approved Internship Program for credit each year of the agreement; or meet the specific licensure requirements designated by each college or university; and

    E.   Remit a fee for supervision each year of the agreement to the Montana college or university.

I agree to comply with the duties and provisions of 10.55.703.

_____   _____   _____
Signature of Principal Intern   **Date**   **Level of Licensure**

2. **Role of the Cooperating School District**.   Pursuant to ARM 10.55.703, the Individual must:

    A.   Allow the Principal Intern to attend class sessions, internship seminars, and professional development activities as specified and required by the internship program and the college or university;

    B.   Conduct annual and periodic supervision of the practice of the intern throughout the school year by an appropriately licensed and endorsed superintendent. Such supervision shall include participation in, review of, and written concurrence in all performance evaluation of licensed staff completed by the intern.

    C.   Report annually as part of the OPI Annual Data Collection the status of the Principal Intern;

    D.   Agree to provisions of the Principal Internship Program as articulated by the college or university; and

    E.   When appropriate and feasible, the cooperating school district may contribute to the tuition and supervision fees of the intern.

I agree to comply with the duties and provisions pursuant to 10.55.703.

_____   _____   _____

Signature of Authorized Representative   **Date**   **Type or Print Name**

_____   _____   _____

Signature of Board Chair   **Date**   **Type or Print Name**

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3. **Role of the Montana College or University**. Pursuant to ARM 10.55.703, the Individual must:

    A.   Make provisions to provide the appropriate course work that leads to licensure;

    B.   Provide annual on-site supervision and evaluation of the Principal Intern;

    C.   Supply a list of Principal Interns to the Montana OPI Licensure Division by the first Monday of October each year; and

    D.   Notify the Montana OPI of any change in status of the Principal Intern.

We agree to comply with the duties and provisions of ARM 10.55.703.

_____   _____   _____

Signature of Appointed Faculty Member   **Date**   **Type or Print Name and Title**

_____

Participating Montana College or University